

Finance Subcommittee Meeting
Thursday, July 15, 2021
Conducted by Remote Participation
4:00 PM – 5:00 PM
Meeting Minutes

Attendees: Adam Chapdelaine, Sandy Pooler, Brian Rehrig, John Cole, Mike Mason, Kate Loosian
Jim Burrows, Sy Nguyen, Victoria Clifford, Skanska USA Building, Inc.

Call to order: 4:07 PM.

Sandy Pooler, Deputy Town Manager, opened the meeting conducted by remote participation as outlined in Governor Baker's order suspending certain provisions of the open meeting law on March 12, 2020, and explained how votes would be taken.

Budget Update

- Skanska presented the Dashboard / Report by Cost Code
- Consigli is billed 21%, which is in line with where we are at in the project
- Briggs's 3rd-party testing agency is tracking over budget. We are reviewing now for Phase 2 testing.
- Skanska presented the Owner's Transfer Summary

AHS Requisition Review/Approval

- Skanska presented the Consigli Requisition #15 for \$6,249,472.81 and recommended for approval.
- No questions or comments for the Consigli Requisition #15.

Change Order #3 Review/Approval

- Skanska presented Change Order #3 funded from Construction Contingency for a total of \$68,565.19.
- CR079 – credit
- CR103 – bust between architectural and structural
- CR106R1 – CCD017 – main electrical coordination
- CR110R1 – added infrastructure for sink
- Kate Loosian asked why this wouldn't be considered a contingency because the trade could infer the design.
 - o Skanska answered that it is a more difficult case to make for filed subs.
 - o Adam Chapdelaine deferred to Skanska's judgment on this item as the contingency, in the end, are all owner's monies.
 - o Kate Loosian requested that Skanska have a side-bar conversation with Consigli regarding the president of these types of changes.
 - o Mike Mason asked if in terms of Pro-Pay reimbursement is construction contingency reimbursable.

- Design-related changes hitting the construction contingency are reimbursable, GMP contingency is automatically non-reimbursable.
- CR144 – Provide aluminum beam wraps at south lobby
 - Brian Rehrig asked if the beam wraps were shown in the drawings.
 - Skanska answered that the beam wraps were shown, but were upgraded.
- CR151 – Drywall revisions in the DLab.
- CR162R1 – Provide metal steps and rail at Auditorium catwalk
 - Added per OSHA regulation
 - Brian Rehrig asked why there would be a 19" step to begin with
 - Skanska explained this was an error in the design coordination
- CR164 – Provide an electrical receptacle for the monitor in Room 443.
- Kate Loosian observed that most of these changes are design-related.

Change Logs Review

- Skanska reviewed the change logs
- No comments or questions

HMFH/BALA Additional Services Proposal Review/Approval

- Skanska presented the HMFH/BALA Additional Services Proposal for Eversource/Ameresco Changes for not to exceed total of \$21,593.
- Skanska recommended approval – will be funded from Owner's Contingency.
- Brian Rehrig asked if this will be the end of changes for Eversource/Ameresco?
 - Skanska asked that question to HMFH, and as of now, this covers all changes.

FF&E Update

- FF&E Phase 1 was released this Tuesday; bids are due August 10.

AHS Custodial Staff Overtime Review

- Greg Walters and Mike Mason requested Skanska looked at funding for custodial overtime. Custodians have been assisting on the project to be present for abatement, moves, lock-ups, etc.
- Skanska proposes using \$50K of Owner's Contingency to cover Custodian Overtime.
- The subcommittee supported the proposal.

Finance Meeting Minutes Review/Approval

- No comments on the 6/10/21 Meeting Minutes.

Sandy Pooler asked for a motion to approve the following votes 1 thru 5:

1. **Motion to approve Consigli AHS Requisition #15 for \$6,249,472.81.**
2. **Motion to approve Change Order No. 3 for a total of \$68,565.19.**
3. **Motion to approve HMFH/BALA Additional Services for Eversource and Ameresco Changes Proposal, dated June 4, 2021, for not to exceed total of \$21,593.**

4. Motion to approve the June 10, 2021, AHSBC Finance Subcommittee Meeting Minutes.
5. Motion to fund \$50,000 overtime of AHS Custodial Staff time out of Owner's Contingency.

John Cole moved to approve votes 1 thru 5 as written. Kate Loosian seconded the motion.

Sandy Pooler called a roll call vote:

- Kate Loosian: Yes
- Brian Rehrig: Yes
- Mike Mason: Yes
- John Cole: Yes
- Sandy Pooler: Yes
- Adam Chapdelaine: Yes

The motion passed unanimously.

New Business

- John Cole asked where we were on the schedule.
 - o Skanska answered that we were tracking well. Auditorium tracking for turnover in April and the rest of Phase 1

Motion to adjourn by Brian Rehrig. Motion seconded by John Cole.

Sandy Pooler called a roll call vote:

- Kate Loosian: Yes
- Brian Rehrig: Yes
- Mike Mason: Yes
- John Cole: Yes
- Sandy Pooler: Yes
- Adam Chapdelaine: Yes

The motion passed unanimously.

Meeting adjourned at 5:00 PM.